 Missouri Department of Natural Resources Administrative Policies and Procedures		
Chapter 8 Data Processing		
Content Standard for Digital Geospatial Metadata	Effective date	Revised
Number: 8.02	April 15, 2003	February 7, 2005

The Missouri Department of Natural Resources has adopted the [Federal Geographic Data Committee](#) (FGDC) standard entitled "[Content Standard for Digital Geospatial Metadata](#)" (CSDGM) as recommended by the Department's Geographic Information Systems (GIS) workgroup. The Missouri Geographic Information Systems Advisory Committee has adopted the same FGDC standard for the State of Missouri, and has documented their [adoption of the standard](#) at the Committee's web site. Therefore, by adopting the Federal standard, the Missouri Department of Natural Resources is ensuring that the metadata created and maintained by the Department is compliant with both state and federal standards.

REFERENCES


The standard is well documented and is available for [viewing and downloading](#), and therefore the full document is not included here. The [FGDC introductory page to the CSDGM](#) provides background information and links to related and supporting material. In an effort to help the department's GIS community understand the standard and how to implement it, refer to Overview of Geospatial Metadata Review Procedures (8.02-01) and Metadata Content Review Procedures (8.02-02).

GENERAL PROVISIONS

The metadata content standard is applicable for all geospatial data distributed outside the department that originate within the department. It does not apply to geospatial data that are obtained from outside the department or the redistribution of those data. Use of the standard is strongly encouraged for all geospatial data that originate within the department regardless of the intent to distribute them outside the department, since the metadata provide information that is extremely valuable to any potential user of the data they describe, including department staff.

The objectives of the standard are to provide a common set of terminology and definitions for the documentation of digital geospatial data. The standard establishes the names of data elements and compound elements (groups of data elements) to be used for these purposes, the definitions of these compound elements and data elements, and information about the values that are to be provided for the data elements. The standard was developed from the perspective of defining the information required by a prospective user to determine the availability of a set of geospatial data, to determine the fitness the set of geospatial data for an intended use, to determine the means of accessing the set of geospatial data, and to successfully transfer the set of geospatial data.

The standard was also developed to accommodate variation among the ways in which geospatial data are produced and distributed, leading to the concept of "mandatory if applicable" for certain metadata elements and groups of elements. Two of those groups provide information that the department believes is essential to determining appropriate use of data, and as such, the department has designated them as mandatory.

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Positional Accuracy is described by the FGDC as an assessment of the accuracy of the positions of spatial objects. A horizontal positional accuracy report is required, and when vertical data are included in a data set, a vertical positional accuracy report is also required.

Lineage is described by the FGDC as information about the events, parameters, and source data which constructed the data set, and information about the responsible parties. One or more process descriptions are required.

It is important to fully document the entity and attribute information portion (section 5) of the FGDC metadata standard. Data produced and distributed by the department must be fully documented according to the FGDC guidelines. Entity and attribute domain values must also be fully documented so that data consumers can easily understand the meanings of those values. This is particularly important when data are attributed with coded values or with abbreviations that require definition for data consumers to comprehend.